DOCUMENT RESUME

ED 463 865 PS 030 280

TITLE	Healthy Start and Healthy Families: Outreach and Enrollment Tool Kit. Revised.
INSTITUTION	Children's Defense Fund-Ohio, Columbus.
SPONS AGENCY	Columbus Foundation, OH.; George Gund Foundation, Cleveland, OH.; Cleveland Foundation, OH.
PUB DATE	2002-02-00
NOTE	44p.; Additional support from the Ingram-White Castle Foundation, and the Bernhart J. Mertz, Florence E. K Hurd, Lewis K Osborne, and David Tod G. Lum Funds of the Columbus Foundation.
AVAILABLE FROM	Children's Defense Fund-Ohio, 52 East Lynn Street, Suite 400, Columbus, OH 43215-3551. Tel: 614-221-2244; Fax: 614-221-2247; e-mail: cdfohio@infinet.com.
PUB TYPE	Guides - Non-Classroom (055)
EDRS PRICE	MF01/PC02 Plus Postage.
DESCRIPTORS	*Child Health; Children; Eligibility; *Enrollment; *Health Insurance; *Outreach Programs; Program Descriptions; State Programs
IDENTIFIERS	Childrens Health Insurance Program; *Ohio

ABSTRACT

The Healthy Start and Healthy Families programs offer children up to age 19, parents, and pregnant women in Ohio the health services families need, including doctor's visits, prescriptions, hospitalization, immunizations, prenatal care, eyeglasses, dental care, and mental health care. This tool kit was designed to help practitioners in programs for young children and their families assist those families in applying for the Healthy Start and Healthy Families programs. The tool kit is presented in seven parts: (1) "Outreach for Healthy Start and Healthy Families," presenting 10 steps programs can take to help families enroll; (2) "Healthy Start and Healthy Families," describing the programs, their coverage, and eligibility requirements; (3) "Healthy Start and Healthy Families--The Application Process," providing step-by-step instructions for assisting families through eligibility screening, completing the application, and gathering required documentation; (4) "Follow-up," procedures for ensuring that families are enrolled or finding out why families were denied services; (5) "Re-Enrollment--Making Sure Families Maintain Healthy Coverage," helping to ensure continuous coverage; (6) "Summary"; and (7) "Tools and Resources" providing relevant phone numbers and Web sites and delineating eligibility requirements and federal poverty guidelines for 2001. (KB)

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ED 463 865

HEALTHY START AND HEALTHY FAMILIES
OUTREACH AND ENROLLMENT TOOL KIT

Revised: February 2002

PS 030280

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We would like to thank the following CDF-Ohio funders who provided support for this publication:

The Columbus Foundation;
The Ingram-White Castle Foundation; and
The Bernhart J. Mertz, Florence E. K. Hurd, Lewis K. Osborne, and David Tod G. Lum Funds of The Columbus Foundation

Additional support for CDF-Ohio's ongoing work in child health comes from:

The Gund Foundation
The Cleveland Foundation

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June 2001

Dear Friend:

Welcome to the Healthy Start and Healthy Families Outreach and Enrollment Tool Kit!

This Tool Kit was designed to help you assist families in applying for Healthy Start and Healthy Families, Ohio's health coverage programs. Healthy Start and Healthy Families offer children up to age 19, parents, and pregnant women the health services families need, including doctors visits, prescriptions, hospitalization, immunizations, prenatal care, eyeglasses, dental care, and mental health care.

Applying for Healthy Start and Healthy Families has never been easier. Effective July 1, 2000, families no longer have to supply photocopies of information such as age, residency, social security numbers, and citizenship. The whole family can apply on the same application and it can be done via mail. No face-to-face interview is required to apply for Healthy Start and Healthy Families.

As a community, we can make sure that families receive the health care they deserve through Healthy Start and Healthy Families. Whenever you see families, you can reach out and assist them to enroll in Healthy Start and Healthy Families.

This Tool Kit will equip you with what you need to:

- Inform families about the availability of health coverage for families through Healthy Start and Healthy Families;
- Understand what Healthy Start and Healthy Families offers and who is eligible; and
- Help families to apply and enroll in Healthy Start and Healthy Families.

Thank you for your commitment in helping families receive the health care they deserve.

Sincerely,

Mark Real
Director
Children's Defense Fund-Ohio

Healthy Start and Healthy Families Tool Kit Registration Form

The pages in this Tool Kit are designed to be replaced with updated information as policies and programs change. The pages are dated and are easily replaceable. We will send you updated information as changes occur.

To receive replacement pages for your Tool Kit, fill out the following information:

Name: _____

Title: _____

Organization: _____

Address: _____

_____

Phone Number: _____

Fax Number: _____

E-mail: _____

Mail or Fax to:
Children's Defense Fund-Ohio,
52 East Lynn Street,
Suite 400
Columbus, Ohio 43215
Fax: 221-2247

Outreach for Healthy Start and Healthy Families

Ten things you can do to assist families to enroll in Healthy Start and Healthy Families

1. Become trained in the application and enrollment process and help families apply. Make sure you follow up until they are enrolled.

2. Refer families to the Healthy Start and Healthy Families hotline: 1-800-324-8680.

3. Display posters and post information about Healthy Start and Healthy Families where you work and gather, such as congregations and childcare centers.

4. Put information about Healthy Start and Healthy Families in newsletters and other correspondence that goes to the community.

5. Make sure your coworkers and friends are informed about Healthy Start and Healthy Families. They may be eligible themselves or may know of families who are eligible.

6. Whenever you have a captive audience, make sure you mention Healthy Start and Healthy Families.

7. Incorporate income eligibility screening for Healthy Start and Healthy Families as part of your program's routine enrollment process. Does your program ask for income information? This information can flag a family's eligibility for Healthy Start and Healthy Families.

8. Make sure employers know about the availability of health coverage programs so that they can help their employees enroll.

9. Make sure the staff at your local schools knows about health coverage programs.

10. Make sure families re-enroll in health coverage programs. Remind them and help them to re-apply.

Notes:

Healthy Start and Healthy Families

- Healthy Start For Children
  - What Is It?
  - What Does It Cover?
  - Who Is Eligible?
  - Other Important Facts
- Healthy Families (Parents And Children)
  - What Is It?
  - What Does It Cover?
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  - Other Important Facts
- Healthy Start For Pregnant Women
  - What Is It?
  - What Does It Cover?
  - Who Is Eligible?
  - Other Important Facts
- Dispelling The Myths!

• Healthy Start For Children

What Is It?

Healthy Start for children is a health coverage program for children up to age 19 living in families with incomes at or below 200% of the federal poverty level.

What Does It Cover?

Healthy Start provides the health services children need including:

- school and sports physicals
- mental health services
- immunizations
- hospitalization
- eyeglasses
- dental care
- prescription medicines
- regular checkups and doctor visits

Who Is Eligible?

- Children up to the age of 19.
- Must have a family income at or below 200% of the federal poverty level. This chart shows what that means:

Income for Families at 200% of Poverty

Family Size	Hourly based on working 40 hours per week	Monthly
2	$11.48	$1,990
3	$14.44	$2,503
4	$17.40	$3,017
5	$20.37	$3,530
For each additional family member, add $513 to the monthly income.		

Based on 2002 Federal Poverty Guidelines

*When calculating monthly income, multiply weekly income by 4.3.

**Note: Families may deduct certain expenses from their gross income to reduce their income to 200% of poverty. This is discussed in the "Application Process" section of this Tool Kit (Section C).

- Children in families with incomes between 151 - 200% of poverty CANNOT have credible health insurance to be eligible for Healthy Start. This is defined as coverage that includes <u>both</u> physician services <u>and</u> hospitalization. These are families with incomes between the chart below and the chart above.

Income for Families at 150% of the Poverty Level

Family Size	Hourly based on working 40 hours per week	Monthly
2	$8.61	$1,493
3	$10.83	$1,878
4	$13.05	$2,263
5	$15.27	$2,648
For each additional family member, add $385 to the monthly income.		

Based on 2002 Federal Poverty Guidelines

*When calculating monthly income, multiply weekly income by 4.3.

Other Important Facts

- Children in families with incomes at or below 150% of poverty are eligible for 12 months, unless there are changes to family income. They only need to reapply once a year.

- Children in families with incomes between 151-200% of poverty are eligible for 12 months, regardless of changes to family income.
  Example: If a family enrolls in Healthy Start when their income is at 185% of poverty, and the next month their income increases to over 200% of poverty, the children may still keep their health coverage for the rest of the 12 month period.

- Children may also be eligible for Retroactive Medicaid. Retroactive Medicaid pays for Medicaid covered medical expenses for up to three months prior to Healthy Start application date if families were eligible during the months that the bills were incurred.

Healthy Families

What Is It?

Healthy Families is a health coverage program for parents and children up to age 19 living in families with incomes at or below 100% of the federal poverty level.

What Does It Cover?

Healthy Families provides the health services families need including:

- school and sports physicals
- mental health services
- immunizations
- hospitalization
- eyeglasses
- dental care
- prescription medicines
- regular checkups and doctor visits

Who Is Eligible?

- Parents and children up to age 19.
- Must have a family income at or below 100% of the federal poverty level. This chart shows what that means:

Income for Families at 100% of the Poverty Level

Family Size	Hourly based on working 40 hours per week	Monthly
2	$5.74	$995
3	$7.22	$1,252
4	$8.70	$1,508
5	$10.18	$1,765
For each additional family member, add $257 to the monthly income.		

Based on 2002 Federal Poverty Guidelines

*When calculating monthly income, multiply weekly income by 4.3.

Other Important Facts

- **Families with incomes slightly higher than 100% of poverty should apply.** Certain deductions and exemptions may apply. The County will determine this.

- Some families will have a two-year time limit. The State uses two methodologies to determine family income using income disregards. If families qualify for Healthy Families via the first methodology, there are no restrictions. If families qualify only via the second methodology, they have a two-year time limit. However, by using Transitional Medicaid at the end of the two years, and then re-enrolling in Healthy Families, most families should experience uninterrupted coverage.

- Families must reapply every six months.

- Families may also be eligible for Retroactive Medicaid. Retroactive Medicaid pays for Medicaid covered medical expenses for up to three months prior to Healthy Start and Healthy Families application date if families were eligible during the months that the bills were incurred.

Healthy Start For Pregnant Women

What Is It?

Healthy Start for pregnant women provides health coverage to women during their pregnancy and for 60 days after birth of baby. Babies born on Healthy Start (or any other category of Medicaid) are covered for one year, regardless of changes to family income.

What Does It Cover?

Healthy Start provides the health services pregnant women need including:

- prenatal care
- postnatal care up to 60 days
- specialty care
- hospitalization
- birth of the baby
- prescription medicines
- regular checkups and
- doctor visits

Who Is Eligible?

Pregnant women in families with incomes at or below 150% of federal poverty. This chart shows what that means:

Income for Families at 150% of the Poverty Level

Family Size	Hourly based on working 40 hours per week	Monthly
2	$8.61	$1,493
3	$10.83	$1,878
4	$13.05	$2,263
5	$15.27	$2,648
For each additional family member, add $385 to the monthly income.		

Based on 2002 Federal Poverty Guidelines

*When calculating monthly income, multiply weekly income by 4.3.

**Note: Families may deduct certain expenses from their gross income to reduce their income to 150% of poverty. This is discussed in the "Application Process" section of this Tool Kit (Section C).

Other Important Facts

- Pregnant women are eligible for Healthy Start throughout their pregnancy and 2 months postpartum, regardless of changes to family income. They must be income eligible at the time of application.

- Babies born on any category of Medicaid, including Healthy Start are eligible for health coverage for one continuous year, regardless of changes to family income.

- Pregnant women may also be eligible for Retroactive Medicaid. Retroactive Medicaid pays for Medicaid covered medical expenses for up to three months prior to Healthy Start application date if they were pregnant and income eligible during the months that the bills were incurred.

Healthy Start and Healthy Families - Dispelling the Myths!

Many families may have heard of Healthy Start and Healthy Families but may have misinformation about the programs. You can help dispel these myths by reminding families that:

- Healthy Start and Healthy Families are not welfare. They are not linked to cash-assistance.
- The application is easy; it is only 2 pages.
- The application documentation requirements are minimal. Families may SELF-DECLARE identification, age, social security numbers, residency, and citizenship.
- Parents and families can apply on the same application.
- Some families (with income at or below 150% of poverty) can have other insurance and still be eligible for Healthy Start and Healthy Families. Healthy Start and Healthy Families will cover what other health insurance does not as a "wrap-around plan."
- Families can be working and be eligible for Healthy Start and Healthy Families. In fact, Healthy Start and Healthy Families was designed for working families.
- No face-to-face interview is required to apply for Healthy Start and Healthy Families. The application process can be done by mail.

Notes:

Healthy Start and Healthy Families - The Application Process

This section will give you step-by-step instructions for how to assist families in applying for Healthy Start and Healthy Families. You will learn how to:

1. Screen for Healthy Start Eligibility;

2. Fill out the Healthy Start and Healthy Families Application;

3. Read and Sign, "Your Rights and Responsibilities;"

4. Gather and Attach Required Documentation; and

5. Assemble and Mail the Healthy Start and Healthy Families Application.

Healthy Start and - Screening for Income Eligibility

Although children are eligible for Healthy Start if their incomes are at or below 200% of poverty and pregnant women are eligible with incomes at or below 150% of poverty, these income standards are actually what is called a family's **countable income**.

Certain **deductions** can be subtracted from a family's monthly gross countable income to reduce their income and, thus, make them eligible for Healthy Start. Families.

An important note about Healthy Families: Deductions are already taken into consideration when applying for **Healthy Families**; the 100% of poverty guideline includes deductions. Therefore, when applying for family coverage, use the 100% of poverty as a general guideline when assessing eligibility for family coverage. **Some families are eligible for health coverage with incomes slightly higher than 100% of poverty**. Therefore, all families with incomes slightly higher than 100% of poverty should apply. The County will determine eligibility through their own methodology.

The following deductions may be subtracted from a family's monthly gross income when applying for Healthy Start for children and pregnant women:

1. **Work related expenses**

2. **Child care expenses**

3. **Child support expenses**

See next page for an explanation of how much families can deduct from their incomes.

Income Deductions When Applying For Healthy Start

1. **Work expenses** – $90 is automatically deducted from the family's monthly gross income. ($90 is the monthly deduction for the whole family, not for each member.)

2. **Child care expenses** – Families may deduct their child care expenses up to a certain limit:

	Monthly deduction per child	
	Under the age of 2	Over the age of 2
Parents working full time (35 hours or more per week)	Up to $200	Up to $175
Parents working part time	Up to $120	Up to $120

Example: If a parent, who has a three year old, is working full time and pays $165 a month in child care expenses, the family may deduct $165. If the same parent pays $175 a month in child care expenses, the family may deduct $175. Finally, if the same parent pays $200 a month in child care expenses, the family may **only** deduct $175.

The amount of childcare must be verified, such as by providing a statement from the provider.

3. **Child Support Expenses** –
   a. If the parent applying for Healthy Start pays child support to the custodial parent of another child, that child support payment is deducted from the family's gross income.

      Example: Jane has two children. One, Jack, is from a previous marriage and lives with his father, who has custody of Jack. Jane pays $50 per month in child support to the father of Jack. Therefore, she will deduct $50 from her monthly gross income when applying for Healthy Start and Healthy Families.

   b. If a family receives child support, they may subtract up to $50 from their monthly income.

The amount of child support must be verified, such as by providing a copy of the check or a receipt of payment.

Helpful Hints For Healthy Start Income Eligibility Screening

1. When calculating monthly income, multiply weekly income by 4.3.

2. When applying for Healthy Start for children, remember to start screen families with incomes HIGHER than 200% of poverty.

3. When applying for Healthy Start for pregnant women, remember to start screen families with incomes HIGHER than 150% of poverty.

4. When a woman is pregnant, her unborn child is counted as a member of the family when calculating family size. So, for example, a single mom who is pregnant and has two other children has a family size of four.

Pregnant mom	= 2 people
Son	= 1 person
Daughter	= 1 person
Family size	= 4 people

Healthy Start Income Eligibility Screening Worksheet

Fill out this worksheet to assess the family's Healthy Start and eligibility.

Family's Name _____

1. **Family's Monthly Gross Income** _____

Work Expenses Deduction _____
Child Care Expenses Deduction _____
Child Support Expenses Deduction _____

2. **Total Deduction** _____

3. Subtract total deduction from the total monthly gross income. This is the family's **countable income.** _____

If the countable income is at or below 200% of poverty, then the family passed the income screening process for eligibility for children.

Income for Families at 200% of Poverty

Family Size	Hourly based on working 40 hours per week	Monthly
2	$11.48	$1,990
3	$14.44	$2,503
4	$17.40	$3,017
For each additional family member, add $513 to the monthly income.		

Based on 2002 Federal Poverty Guidelines

If the countable income is at or below 150% of poverty, then the family passed the income screening process for eligibility for pregnant women.

Income for Families at 150% of the Poverty Level

Family Size	Hourly based on working 40 hours per week	Monthly
2	$8.61	$1,493
3	$10.83	$1,878
4	$13.05	$2,263
For each additional family member, add $385 to the monthly income.		

Based on 2002 Federal Poverty Guidelines

*When calculating monthly income, multiply weekly income by 4.3.

4. **Proceed with the application!**

Healthy Start and Healthy Families - Filling Out the Application

Now that the family has passed the income eligibility screening, it is time to fill out the application.

The application is in a booklet entitled "Healthy Start Healthy Families."

The form to fill out to apply for Healthy Start and Healthy Families is called the Combined Programs Application (CPA), which is on pages 1-2 in the booklet.

The application is called the CPA because it is also used to apply for WIC (a nutrition program for pregnant, postpartum women, and children, ages 0-5) and BCMH (services for children with medical handicaps). These programs are described on the first page of the application booklet. You do not need to worry about these programs if you are just applying for Healthy Start and Healthy Families.

The application is fairly self-explanatory and easy to fill out.

You only need to fill out ONE application for the family (not one for each person for whom you are applying).

Items to note:

1. In section A, check the "yes" box next to "Healthy Coverage."

   For the name of person completing application, put the parent or guardian of the child/children for whom the application is.

2. Section G refers to Retroactive Medicaid eligibility. Check "YES," and provide income verification and medical bills for the past three months.

3. Remember to have parent/guardian sign the bottom of page 2. An application submitted without a signature will delay the enrollment process.

4. Tear out the application to send to the County Department of Job and Family Services.

Read and Sign "Your Rights and Responsibilities"

Make sure families:

1. **READ** the explanation of their rights and responsibilities on page 5 of the Healthy Start Healthy Families booklet.

2. **SIGN** and **DATE** the sheet.

3. Tear it out to send with the application.

Healthy Start and Healthy Families - Application Documentation Requirements

To complete the Healthy Start and Healthy Families application process, the applicant must **attach documentation** to verify certain pieces of information on the CPA. On the next page is a list of what information needs to be verified and options for how it can be verified.

Families must provide documentation of the following:

1. Income

If applicable, families must provide documentation of the following:

2. Proof of Immigration Status if not a citizen
3. Proof of Pregnancy
4. Proof of Other Insurance (for families with incomes at or below 150% of poverty)
5. Child Care Expenses
6. Child Support Expenses

Things to Note About the Documentation Requirements:

* Applicants must provide **photocopies** of the documentation. Do not send originals.

* Families may SELF-DECLARE identification, citizenship, age, residency, and social security number. The County may later ask for verification of a social security number if they are unable to verify it through a computer match.

* Only hold on to an application for one week. It is best to send in an application complete with all the documentation, but if this is not possible, send in the application so that the County can begin to process it. The family's caseworker will send a notice to the family if a piece of documentation is missing. You can help by asking the applicant to inform you of any correspondence they receive from the county and then by assisting them to obtain and make photocopies of the missing documentation.

Healthy Start and Healthy Families - Application Documentation Requirements

Verification Requirement	Documentation Options
1. Income	Must provide proof of all income, both earned and unearned: • ***Earned income*** - Paycheck stubs for the past 4 weeks or letter from employer, stating income and dates of employment. • ***Self-employed*** - copy of last year's tax return, current business records and name and number of bookkeeper. • ***Child support*** - amount and copy of court order or case number. • ***Income from rental property*** - letter from tenant stating rent paid. • ***Other unearned income*** - official letter stating benefit or copy of recent check.
2. Proof of Immigration Status (if not a citizen)	Must provide one of the following for non-U.S. citizen applicants: INS I-94, I-51, I-551, INS I-688, alien registration card.
3. Proof of Pregnancy (if applicable)	Proof of pregnancy: must provide a document signed by doctor or nurse with expected date of delivery and number of births expected.
4. Proof of Other Insurance (if applicable for families with incomes at or below 150% of poverty)	Must provide copy of health insurance card for applicant.
5. Child Care Expenses (if applicable)	Must provide proof of child care expenses paid. This may be a statement from the provider stating how much the parent pays for child care per month.
6. Child Support Expenses (if applicable)	Must provide proof of child support expenses paid. This may be a receipt of payment or a copy of the check paid to child support services.

Healthy Start and Healthy Families - Assembling and Sending the Application

Now that you've filled out the application, it is signed, the "Rights and Responsibilities" are read and signed, and photocopies of the documentation have been made, it is time to assemble and send the application.

Follow these easy steps and check each step after you have completed it:

- ❑ 1. Make a copy of the application and documentation for your own files. This will help you track the family's application.
- ❑ 2. Place the CPA, a copy of "Your Rights and Responsibilities," and copies of the required documentation in an envelope addressed to the County Department of Job and Family Services nearest you.
- ❑ 3. Send the application to the County Department of Job and Family Services nearest you. (Note: Postage may be more than $.33.)

Notes:

Healthy Start and Healthy Families - Application Follow-Up

- Making Sure Families Become Enrolled in Healthy Start and Healthy Families
- What Happens if a Family Is Denied From Healthy Start and Healthy Families?
- Making Sure Families Access Health Care

Healthy Start and Healthy Families - The Application Has Been Sent In. Now What Happens?

Once the application has been sent to the County Department of Job and Family Services, it is important that you follow up with the family to ensure that they become enrolled in Healthy Start and Healthy Families.

The following is what happens to the application when it arrives at the County Department of Job and Family Services.

1. The applicant is screened through the County computer system to determine if he or she or someone else in the household is already receiving benefits from the County.

   If YES: The application is sent to the household's present caseworker to determine eligibility for Healthy Start and Healthy Families.

   If NO: The application is sent to a new caseworker.

2. The caseworker will send a notice to the applicant confirming that the application was received at the County and advising the applicant of his or her caseworker's name and phone number.

3. If more information is needed from the applicant to process the application, the caseworker will send a written request to the applicant for additional information and/or documentation.

4. The caseworker will determine eligibility for Healthy Start and Healthy Families within 30 days and will send written notification to the applicant within 45 days of the date of application. If the applicant is determined eligible, he or she will receive a Health Card within 45 days of the date of application.

What You Can Do to Make Sure That Families Become Enrolled in Healthy Start and Healthy Families

1. Make sure the family receives a notice from the County Department of Job and Family Services that their application has been received. They should receive this within a week or two of sending in the application. Ask the family if they have received any correspondence from the County.

2. Ask the family for the name and phone number of their caseworker so you can help to follow up if needed. If they don't know who their caseworker is, contact the County to find out.

3. Ask the family to show you all correspondence from the County so that you can track the progress of the application.

4. If the County needs further information or documentation, help the family to gather it and make photocopies.

5. Encourage the family to call their caseworker to check on the status of the application, especially if the family does not hear from the County within 30 days of the application date. You can also call the caseworker yourself to check on the status of the application.

6. Continue to follow up until the family receives a notice of their Healthy Start and Healthy Families eligibility determination.

What Happens if a Family is Denied From Healthy Start and Healthy Families?

Find out why.

Ask the family to show you the letter of denial, which will explain if the if the reason for denial is:

- **procedural** (i.e., lack of documentation or applicant forgot to sign the application, etc.); or
- the family was **not eligible** (i.e., over-income).

If procedural, assist family to re-apply or send in missing information.

Again, speak to the caseworker yourself if the family is having difficulty obtaining information.

If the family feels that they were wrongly denied, remind them that they have a right to a state hearing.

Healthy Start and Healthy Families - Ensuring That Families Access Health Care Services

Once the family has been enrolled in Healthy Start and Healthy Families, what do they need to do to actually receive health care?

1. Once a family is enrolled in Healthy Start and Healthy Families, they will receive a Medicaid Health Card. They can use this card to obtain health services from any provider that accepts Medicaid.

2. In some counties, some families will be asked to choose a managed care organization (MCO) and some families will automatically receive a card from a MCO, but will can opt out of the MCO. They will receive instructions on how to do this. Families can use their MCO card to obtain health services from any provider that accepts it.

   For questions about managed care organizations, call the Enrollment Information Center (EIC) at toll free: 1-800-360-3355. The EIC has a list of providers that are in the various MCOs.

Re-enrollment - Making Sure Families Maintain Health Coverage

- When Do Families Need to Reapply for Healthy Start and Healthy Families?
- How Do Families Reapply?
- What You Can Do to Make Sure Families Receive Continuous Coverage

When Do Families Need to Reapply for Healthy Start and Healthy Families?

Families who are enrolled in Healthy Start and Healthy Families need to reapply to maintain their eligibility. The reapplication date is different for each of the categories of Healthy Start and Healthy Families.

Category of Healthy Start and Healthy Families	**Reapplication Date**
Healthy Start for children in families with incomes at or below 150% of poverty	Families in this category need to reapply every 12 months, **unless** there are changes to family income.
Healthy Start for children in families with incomes between 151-200% of poverty	Families in this category are eligible for 12 continuous months, **regardless** of changes to family income. They need to reapply every 12 months.
Healthy Families for families (parents and children) at or below 100% of poverty	These families need to reapply every six months.
Healthy Start for pregnant women	Pregnant women do not have to reapply. They are eligible throughout their pregnancy and 60 days postpartum, regardless of changes to income. Babies born on Healthy Start and Healthy Families are eligible for 12 months, regardless of changes to family income.

How Do Families Reapply?

1. During the month before the last month of a family's Healthy Start and Healthy Families eligibility (i.e., 11th month for Healthy Start and Healthy Families for children), the family will receive a notice and an application in the mail advising them to reapply.

2. The reapplication process is the same as the initial application process.

3. If they are still eligible, the family will continue to receive their Medicaid or HMO card.

What You Can Do to Make Sure Families Receive Continuous Coverage

1. Make a note of the family's Healthy Start and Healthy Families application date and reapplication date.

2. Remind them when their reapplication date is coming up. Ask them if they have received their reapplication notice and application yet.

3. If they haven't received the reapplication notice, have them call their caseworker, or call the caseworker for them.

4. Let the family know that you are available to help them fill out the application and make photocopies if needed.

5. Follow up as you would if they were applying for the first time.

Notes:

Healthy Start and Healthy Families Outreach
Summary

By now you should:

1. know why outreach for Healthy Start and Healthy Families is so important;

2. have a basic understanding of Healthy Start and Healthy Families, who is eligible and what they offers;

3. understand the application and enrollment process;

4. know how to follow up with families until they are accessing health services;

5. know how to help families re-enroll in Healthy Start and Healthy Families; and

6. know where to go for help.

Now you have the tools to make sure that eligible children and families receive the health care they deserve!

Healthy Start and Healthy Families Outreach and Enrollment Tools and Resources

- Useful Phone Numbers and Web Sites
- Eligibility for Ohio's Children's Programs
- 2002 Federal Poverty Guidelines
- Others (add your own):

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Useful Phone Numbers and Web Sites

State Consumer Hotline (for Healthy Start and Healthy Families and other Medicaid programs)	1-800-324-8680
State Web Site for Healthy Start and Healthy Families	www.state.oh.us/odjfs/ohp/bcps.stm
Children's Defense Fund-Ohio	614-221-2244 www.cdfohio.org
Enrollment Information Center (where families must call to choose an MCO)	Toll Free: 1-800-360-3355 TTD: 614-221-9422
Others	
Your Local Department of Job and Family Services	

Eligibility for Ohio Programs for Children and Families

Program	Eligibility for a Family of 3		
	% of Federal Poverty Level	Annual	Hourly
Head Start (3- & 4-year-olds)	100%	$15,020	$7.22
Healthy Start for Pregnant Women (health coverage)	150%	$22,530	$10.83
Healthy Start for Children (child health coverage)	200%	$30,040	$14.44
Healthy Families (health coverage for parents and children)	100%	$15,020	$7.22
Child Care (up to age 13)	185%	$27,787	$13.36
WIC (Nutrition for pregnant women, postpartum women, and children under age 5)	185%	$27,787	$13.36
Federal School Lunch Program Free Lunch (School age children)	130%	$19,019	$9.14
Federal School Lunch Program Reduced Price Lunch (school age children)	185%	$27,787	$13.36

Based on 2002 Federal Poverty Guidelines. Programs that rely on federal poverty guidelines to determine eligibility will update their eligibility figures according to their own schedule. Check with the program of your choice to determine when they will implement the 2002 guidelines.

2002 Poverty Guidelines Income for Families at 100% of Poverty			
Family Size	Hourly	Monthly	Annual
1	$ 4.26	$ 738	$ 8,860
2	$ 5.74	$ 995	$ 11,940
3	$ 7.22	$ 1,252	$ 15,020
4	$ 8.70	$ 1,508	$ 18,100
5	$ 10.18	$ 1,765	$ 21,180
6	$ 11.66	$ 2,022	$ 24,260
7	$ 13.14	$ 2,278	$ 27,340
8	$ 14.63	$ 2,535	$ 30,420
Note: For family units with more than 8, add $3,080 for each add'l member			

2002 Poverty Guidelines Income for Families at 133% of Poverty			
Family Size	Hourly	Monthly	Annual
1	$ 5.67	$ 982	$ 11,784
2	$ 7.63	$ 1,323	$ 15,880
3	$ 9.60	$ 1,665	$ 19,977
4	$ 11.57	$ 2,006	$ 24,073
5	$ 13.54	$ 2,347	$ 28,169
6	$ 15.51	$ 2,689	$ 32,266
7	$ 17.48	$ 3,030	$ 36,362
8	$ 19.45	$ 3,372	$ 40,459

2002 Povert Income for I	
Family Size	H
1	
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2002 Poverty Guidelines Income for Families at 150% of Poverty			
Family Size	Hourly	Monthly	Annual
1	$ 6.39	$ 1,108	$ 13,290
2	$ 8.61	$ 1,493	$ 17,910
3	$ 10.83	$ 1,878	$ 22,530
4	$ 13.05	$ 2,263	$ 27,150
5	$ 15.27	$ 2,648	$ 31,770
6	$ 17.50	$ 3,033	$ 36,390
7	$ 19.72	$ 3,418	$ 41,010
8	$ 21.94	$ 3,803	$ 45,630

2002 Poverty Guidelines Income for Families at 185% of Poverty			
Family Size	Hourly	Monthly	Annual
1	$ 7.88	$ 1,366	$ 16,391
2	$ 10.62	$ 1,841	$ 22,089
3	$ 13.36	$ 2,316	$ 27,787
4	$ 16.10	$ 2,790	$ 33,485
5	$ 18.84	$ 3,265	$ 39,183
6	$ 21.58	$ 3,740	$ 44,881
7	$ 24.32	$ 4,215	$ 50,579
8	$ 27.06	$ 4,690	$ 56,277

2002 Povert Income for I	
Family Size	H
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Source: *Federal Register,* Vol. 67, No. 31, February 14, 2002, pp. 6931-6933. Calculations by Children's Defense Fu
Programs that rely on federal poverty guidelines to determine eligibility will update their eligibility figures according to
Check with the program of your choice to determine when they will implement the 2002 guidelines.
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